



National Finance Center Customer Notification

Date of Notification: February 18, 2011

Subject: *EmpowHR* Release 8 Implementation for February 20-21, 2011

Database/Customer(s) Affected: All

Dear Customer:

The National Finance Center (NFC) is pleased to announce that the *EmpowHR* Release 8 (CY11 PP04) will be implemented into production on Sunday, February 20, and Monday, February 21, 2011. During this time, we request that *EmpowHR* customers please refrain from using the *EmpowHR* application.

The Software Change Requests (SCRs) listed below will be included in this implementation.

SCR Number	SCR Title
70491	DHS HQ AD Pay Plan Usage in ST
00442	FSOV Increase Overseas Pay Comp Phase 2
00481	City and County Tax Entities
00348	Attachment Redesign
00361	History Override Improvements
80251	DHS MSS/AWE
90278	GPO MSS/AWE
90416	AWE to Fill a Position

Configuration tasks for the Approval Workflow Engine (AWE) SCRs will occur on Tuesday, February 22, 2011. We request that *EmpowHR* customers please refrain from accessing AWE until notified.

Federal employees with questions concerning this notification should contact their Servicing Personnel Office. Authorized agency representatives with questions concerning this notification should contact NFC's *EmpowHR* Help Desk at 1-888-367-6955 or via email to nfcempowhr@usda.gov.

KJS/M5-11-079

"Tip of the Week"

Before an Annual Leave Lump Sum Payment can be disbursed, the separation T&A must be coded final and the appropriate personnel action processed. Should you have questions, please contact the Payroll/Personnel Help Desk at 1-800-981-3026 (Option 3 then Option 2).